

CLASS TITLE: SENIOR FIRE INVESTIGATOR

Class Code: 02258400
Pay Grade: 23A
EO Code: C

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To be responsible for conducting complex or routine investigations into the cause, origin and circumstances of suspicious, accidental and incendiary fires; to assist a superior in coordinating the work of a staff engaged in a program of comprehensive fire and explosion investigations; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior with wide latitude for the exercise of initiative and independent judgment; work is reviewed for results obtained and for conformance to codes, laws, regulations and policies.

SUPERVISION EXERCISED: Assigns, coordinates and reviews the work of subordinates engaged in fire investigations.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To be responsible for conducting complex or routine investigations into the cause, origin and circumstances of suspicious, accidental and incendiary fires; to assist a superior in coordinating the work of a staff engaged in a program of comprehensive fire and explosion investigations.

To review the status of ongoing fire investigations and to insure the proper maintenance of agency records.

To sift through debris for the purpose of determining which points have suffered the most severe fire damage; and to attempt to locate and identify a fuel source for the fire.

To collect and have photographed such evidence as traces of an accelerant, containers carrying a volatile, or devices that may have been used to start the fire.

To conduct a complete financial check of insurance information, mortgage information, savings accounts, checking accounts, and debts of property owners, occupants, or other suspects in order to obtain a motive for the fire.

To question firemen, police and witnesses in order to obtain clarifying information on the fire.

To carry firearms and other weapons in the course of and in the performance of required duties.

To prepare and submit written reports containing conclusions reached from the investigation.

To charge and apprehend suspected arsonists.

To cooperate with fire officials, police officials, and other city and town personnel.

As required, to appear in court and give expert testimony relative to the investigation.

To address private and public local agencies and organizations on the subject of arson and fire safety.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the principles, practices and techniques of fire investigation; a working knowledge of state and federal codes and regulations pertaining to fire safety; a working knowledge of and skill in the use of firearms; a working knowledge of the basic rules of legal evidence; the ability to assist in coordinating the work of a staff engaged in conducting comprehensive fire investigations; the ability to ascertain the cause, origin and circumstances of fires by means of personal contact, observation and the examination of records; the ability to prepare written reports; the ability to establish and maintain effective working relationships with fire and police

officials and the general public; the ability to effectively explain the goals and services of the unit to public groups and organizations; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a senior high school; and

Experience: Such as may have been gained through: employment in a responsible position performing and coordinating the investigation of fires.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENTS:

Within six months of appointment:

1. Must satisfactorily complete at the Rhode Island State Police Training Academy or other certified police training school an appropriate course of training in Law Enforcement or must have previously completed a comparable course.
2. Must meet the State of Rhode Island qualification requirements to carry weapons used in the performance of duty and must maintain such qualification requirements as a condition of employment.

Class Revised: December 22, 1985

Editorial Review: 3/15/03